

GOVERNEMENT OF SAINT LUCIA

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

CONSULTING SERVICES – INDIVIDUAL SELECTION

Project: Caribbean Efficient and Green Energy Building
Credit No.: IDA-77110
Assignment Title: **Consulting Services for a Social Safeguards Officer**
Reference No: LC-SLU MIPPDUR-556791-CS-INDV

Saint Lucia has received financing from the World Bank toward the cost of the Caribbean Efficient and Green Energy Building (CEGEB) Project and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) is to ensure that all project activities are implemented in line with the WB Environmental and Social Framework, WB Environmental, Health and Safety Guidelines, national legislation, and Project E&S documentation (ESMF, SEP, LMP, ESCP).

The Social Safeguards Officer will be engaged on a full-time basis and is expected to commence service by September 2026.

The detailed Terms of Reference (TOR) for the assignment *can be obtained upon request by contacting Shurman Francis– Interim Project Manager via the email address below:*

Email Address: est@govt.lc

The Ministry of Physical Development and Public Utilities now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (attach **cover letter** and **curriculum vitae** with description of experience in similar assignments, similar conditions, etc.).

The criteria for selecting the Consultant are:

Academic, Experience, Knowledge, Skills, and Abilities Requirements

- Have at least a BSc in Social Work, Sociology, Anthropology, Community Development, Social Science, Economics, Law, or other related discipline;
- At least three to five (3 - 5) years of experience in the preparation and supervision of implementation of Environmental and Social Impact Assessment, ESMPs, and/or other applicable management instruments like those required by the World Bank;
- Demonstrated experience working on projects that have applied the World Bank’s operational Environmental and Social Standards, or experience applying similar Environment and Social Standards in other organizations.

- At least three to five (3 - 5) years' experience in the preparation of social assessments: social policy development programs; and/or other social risk management instruments like those required under the ESSs.
- At least three to five (3 - 5) years of experience in working with different stakeholders to lead in the preparation and participation in intersectoral consultations and systematization of information facilitation of workshops and ESSs training
- Ability to work in teams and communicate effectively; and demonstrated resourcefulness and initiative.
- Demonstrate relevant experience addressing social issues and responding to grievances;
- Experience of working in the Caribbean.
- Knowledge and capacity in outreach and awareness/capacity building programs for governmental organizations, NGOs and/or local communities.
- Capacity to work simultaneously on a variety of issues and tasks, independently adjusting to priorities and achieving agreed objectives and deadlines.
- Demonstrate outstanding ability to communicate in written and spoken English and preferably Kwéyòl;
- Be competent in the use of word processing software packages, including MS Office.

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers -July 2023 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Further information can be obtained at the address below during office hours 0900 to 1600 (Atlantic Standard Time) Monday to Friday.

Expressions of interest must be delivered in a written form to the address below (in person or by e-mail) by 1600 (Atlantic Standard Time) on July 10th, 2026.

Email Address for submission: est@govt.lc with Subject Title: **CEGEB - Consulting Services for a Social Safeguards Officer - LC-SLU MIPPDUR-556791-CS-INDV**

Envelope Label: **Consulting Services for a Social Safeguards Officer
LC-SLU MIPPDUR-556786-CS-INDV
Caribbean Efficient and Green Energy Building (CEGEB)**

Addressed to:

***Shurman Francis
Interim Project Manager
Project Implementing Unit
Department of Public Utilities.
Ground Floor, Sir Stanislaus James Building,
Waterfront, Castries.
Tel. No. 468-6364
Email: est@govt.lc***

**TERMS OF REFERENCE
SOCIAL SPECIALIST**

**GOVERNMENT OF SAINT LUCIA
CARIBBEAN EFFICIENT AND GREEN-ENERGY BUILDINGS PROJECT
(P179519)**

1. BACKGROUND

Saint Lucia has a population of about 180,000 and a Gross Domestic Product (GDP) of US\$1.19 billion. The country's economic growth and development are primarily driven by the success of its tourism industry and associated activities. Saint Lucia depends mainly on the importation of petroleum products to satisfy its commercial and domestic energy requirements. Seventy-five percent of the diesel oil consumed in the economic sectors is utilized for producing electricity by the Saint Lucia Electricity Services Limited (LUCELEC). Consequently, energy security including the dependence on diesel oil in the power sector remains a matter of concern. The cost of electricity in Saint Lucia is affected by the volatility of the international oil market. Sequentially, this affects not only Saint Lucia's regional and international economic competitiveness but also creates negative implications on the socio-economic status of the citizenry.

Given these challenges, the Government of Saint Lucia (GOSL) has secured funding through the World Bank to pursue the Caribbean Efficient and Green-Energy Buildings Project (CEGEB). The development objective of the CEGEB is to save energy in public buildings and increase building-level renewable energy in public buildings in participating Caribbean countries.

2. PROJECT DESCRIPTION

The CEGEB will be implemented between February 2025 and June 2031 and consists of 3 components:

Component 1: Investment in EE measures and DRE systems for Saint Lucia's public sector. This subcomponent will support (a) Technical assistance for identification, design, construction, and operation phases of the investment in building EE retrofit and DRE development includes assessment and screening of subproject candidates, energy investment grade audits (b) investments for selected public buildings in EE retrofits and DRE systems, (c) investment in EE measures and RE system in public facilities including Saint Lucia Water and Sewerage Company Inc. (WASCO) and (d) investment and technical assistance to assist the Saint Lucia power utility integrate and manage DPV systems connected to the grid, including: distribution grid upgrade, battery storage installation, capacity-building and the development of modern energy-management solutions and systems.

Component 2: Regulatory Framework Development. This component will support carrying out national policy and regulatory development activities for scaling up investments in EE and RE and harmonization with relevant regional regulations and rules.

Component 3: Support to Pooled Procurement and Project Implementation, and Capacity-Building. This component will support strengthening the capabilities of the national project implementation unit, stakeholder engagement and capacity building in planning, execution and operation of EE and distributed RE investment; and providing technical and operational assistance for: coordination, financial management, procurement, environmental and social risk and impact management, monitoring and evaluation, and audit of the Project.

3. INSTITUTIONAL ARRANGEMENTS

To implement the CEGEB project, the Government of Saint Lucia (GOSL) has established a Project Implementation Unit (PIU) within the Department of Infrastructure, Ports and Transport (DIPT, the “Implementing Agency”). The PIU provides overall project management and technical inputs on behalf of the GOSL and is responsible for financial management, communications and environmental and social risk (E&S) management, monitoring, reporting and evaluation.

The PIU is headed by a Project Manager who reports directly to the Permanent Secretary of DIPT. The PIU also comprises of an Energy Efficiency Officer (EEO), Renewable Energy Officers (REO), Monitoring and Evaluation Officer (MEO), Procurement Officer (PO), Procurement Assistant (PA), Financial Management Officer (FMO), Financial Assistant (FA), Environmental Specialist, Social Specialist, a Communication Officer and a Community Liaison Officer (CLO).

4. OBJECTIVE

The objectives of the Social Specialist assignment are as follows:

- Ensure that all project activities are implemented in line with the WB Environmental and Social Framework (ESF), WB Environmental, Health and Safety Guidelines, national legislation, and Project E&S documentation (ESMF, SEP, LMP, ESCP and other E&S documents).
- Assist the project team in preparing all project documentation related to project management, including preparation of the financial reports in line with national legal framework and World Bank rules and procedures, Project Operations Manual and other project inputs and documentation.

5. KEY RESPONSIBILITIES

The Social Specialist will be responsible for ensuring that the Project’s social outcomes are achieved, and that any adverse impacts are effectively avoided and/or mitigated in a timely manner. Duties/responsibilities of the Social Specialist include, but are not limited to:

General

- Coordinate the implementation, monitoring and reporting of E&S compliance with the Environmental Specialist.
- Ensure implementation of the Environmental and Social Commitment Plan (ESCP) and the E&S instruments such as Stakeholder Engagement Plan (SEP), Labor Management Procedures (LMP), including the Grievance Redress Mechanism (GRM) as described in the SEP and dedicated to Project workers, as described in the LMP (in coordination with the Environmental Specialist).
- In coordination with the Environmental Specialist, update of E&S instruments (SEP, LMP, ESMF, ESMPs) as needed.
- Monitor the implementation of the ESCP, SEP, LMP, and the other E&S documents such as Environmental and Social Impact Assessments (ESIAs) and Environmental and Social Management Plans (ESMPs) to be developed under the project.
- Monitor issues related to Gender Based Violence and Sexual Exploitation and Abuse during the project implementation phase.
- Review and ensure that relevant aspects of the ESCP and the WB Environmental and Social Standards (ESS) instruments are duly incorporated into the procurement documents. Support with monitoring to ensure that the consultants and contractors comply with the ESHS specifications of their respective contracts.
- Provide contributions to the regular semi-annual and annual progress reports on projects’ implementation as required by the Government and the World Bank.

Perform other duties in line with the scope of the project leading to compliance with environmental and social aspects and related instruments.

Site specific actions for subprojects to be financed under the Project

The Social Specialist will lead the following activities and in coordination with the Environmental Specialist.

- For the subprojects involving civil works, carry out screening and scoping to determine potential environmental impacts. The screening and scoping should be carried out in coordination with other members of the PIU and informed by draft designs and existing studies where possible.
- Based on the findings of the screening and scoping, draft the site specific ESMPs/guidance for contractors.
- If needed, finalize the draft terms of reference for consultancies to undertake ESMPs and/or ESIAAs for each site.
- Oversee and monitor the work of Project consultants to ensure there is compliance with the ToRs, ESSs and national laws.
- Review the ESIAAs and ESMPs and other reports produced by the consultants to ensure compliance with the ToRs, ESSs and national laws.
- Ensure the preparation, consultation, adoption, disclosure of site-specific ESIAAs and ESMPs.
- Ensure bidding and contracting documents incorporate the ESMP requirements. This is to be undertaken in coordination with the OECS Commission.
- Carry out training for all personnel relevant for the successful implementation of the environmental requirements such as for consultants, contractors and PIU
- During implementation of the approved subprojects, undertake regular monitoring to verify whether and how provisions of the ESMPs/ESIAAs as well as SEP and LMP are followed by all relevant stakeholders (designers, contractors, beneficiaries, etc.).
- Ensure that subcontractors follow the ESMPs and other appropriate measures during construction and other civil works.
- Provide orientation to contractors and workers on application of ESMPs, Code of Conduct, Occupational Health and Safety Guidelines, and LMP, and supervise their compliance with same.
- Work closely with key agencies and beneficiary agencies, to ensure that social aspects are understood, taken into account through ESMPs or other instruments, and implemented.
- Assist the PIU in preparing the technical aspects of reports relevant to civil works.
- Report regularly to the Project Manager in writing on the results of monitoring visits, promptly identify any environmental and/or social issues or cases of non-compliance and make recommendations for dealing with those issues.

Technical Assistance

- Provide guidance such that all Terms of Reference (ToRs) for studies, capacity building, training and any technical assistance activities carried out under the Project duly incorporate and take into consideration the requirements (as applicable) of the E&S Standards of the Environmental and Social Framework (ESF) of the Bank.

Responsibilities related to LMP

In coordination with the Environmental Specialist

- Ensure the implementation of the labor management procedures set forth in the LMP.
- Ensure that all project workers, including those of the PIU, sign a Code of Conduct as part of their contracts, including provisions on sexual exploitation and abuse, sexual harassment and violence against children.
- Support the implementation, monitoring and reporting of the GRM of the LMP.

Stakeholder Engagement

In coordination with the Environmental Specialist

- Ensure the implementation of the stakeholder process set forth in the SEP;
- Share Project information and support consultations with the relevant Project affected parties and other interested parties to ensure that issues are addressed in a timely manner and that project beneficiaries are kept abreast of developments, in line with the stakeholder engagement process identified in the SEP;
- Ensure that stakeholders' feedback is integrated into ESMPs/ESIAs and other site-specific documents, as needed; and
- Support the implementation, monitoring and reporting of the GRM and act as the focal point for the GRM as specified in the SEP.

Outputs/Deliverables

- Monthly reports.
- Biannual reports that consolidate the E&S performance of the Project and as inputs to the project's biannual report. The environmental inputs for the biannual report will include but not be limited to the implementation of the ESCP, SEP, LMP, and the development and implementation of the ESIAs and ESMPs as well as stakeholder engagement activities.

6. DURATION

The Social Specialist will be engaged on a full-time basis for a period of five years. The contract duration will be one-year, including a 6-month probation period, renewable annually until the project's closing.

7. REPORTING

The Social Specialist will report to and work under the direct supervision of the Project Manager of the PIU.

8. TERMS AND CONDITIONS

- The PIU will provide the Social Specialist with access to office space, office equipment including computer, access to printing and photocopying and all necessary software required for discharge of duties.
- The Social Specialist will be required to sign a code of conduct preventing abuse, exploitation, and harassment;
- The nature of the position is such that some of the work may be performed outside normal work hours especially for consultations at the sub-project sites; and
- No medical, gratuity or other benefits are deductible or payable; however, consultant's price offer should cover insurance, taxes and other benefits.

9. QUALIFICATIONS AND EXPERIENCE

The Social Specialist is expected to have strong interpersonal skills with the ability to interact with diverse audiences and stakeholders and should meet the following requirements:

- Have at least a BSc in Social Work, Sociology, Anthropology, Community Development, Social Science, Economics, Law, or other related discipline;
- At least three to five (3 - 5) years of experience in the preparation and supervision of implementation of Environmental and Social Impact Assessment, ESMPs, and/or other applicable management instruments like those required by the World Bank;

- Demonstrated experience working on projects that have applied to the World Bank's operational Environmental and Social Standards, or experience applying similar Environment and Social Standards in other organizations.
- At least three to five (3 - 5) years' experience in the preparation of social assessments: social policy development programs; and/or other social risk management instruments like those required under the ESSs.
- At least three to five (3 - 5) years of experience in working with different stakeholders to lead in the preparation and participation in intersectoral consultations and systematization of information facilitation of workshops and ESSs training
- Ability to work in teams and communicate effectively; and demonstrated resourcefulness and initiative.
- Demonstrate relevant experience addressing social issues and responding to grievances;
- Experience of working in the Caribbean.
- Knowledge and capacity in outreach and awareness/capacity building programs for governmental organizations, NGOs and/or local communities.
- Capacity to work simultaneously on a variety of issues and tasks, independently adjusting to priorities and achieving agreed objectives and deadlines.
- Demonstrate outstanding ability to communicate in written and spoken English and preferably Kwéyòl;
- Be competent in the use of word processing software packages, including MS Office.